

Minutes of Marshall Team Meeting  
August 2, 2004

DA01/Dave King: Robin Henderson has been selected for the position of Associate Director, replacing Axel Roth, who retired last month. Ms. Henderson's appointment will be effective on August 8; Bill Hicks will continue as Acting Associate Director this week.

QD01/Jan Davis: I have an update on Safety and Mission Success. Over the last month, a team has been looking at the eight themes - communication, culture, workforce development, leadership and management development, project management process, organizational structure and processes, resource pressure, and independence – which contain all the comments received. A desired future state and a recommended strategy have been developed. These will be shown to the forum and combined with other ongoing activities.

SD01/Tom Dollman: At the Science Directorate Employee Appreciation Day, held at the Rustic Lodge, an employee slipped on the pavement and fell, spraining her ankle and twisting her foot. After medical attention, it was recommended that she take a day off work and keep her foot elevated with ice packs. The pavement was dry, signs were posted inside the lodge about watching your step, and a shuttle bus was available to take folks from the parking lot to the lodge. Steps to prevent accidents of this type from happening in the future are to wear appropriate footwear, watch where you walk in unfamiliar terrain, and pay attention to your surroundings.

BAE Systems, ASI/Lori Lewis: A waste chemical bottle rupture close call incident occurred involving a fume hood. The last person to use the fume hood added a mixture to the acid waste container. He cleaned up the area and left the lid off the container. He came back about 10 minutes later and replaced the lid on the container and left the area. Another person came into the lab, heard a sound in the back of the area, and went to investigate. As he approached the fume hood, he realized the sound was coming from the bottle, and the bottle immediately exploded. Unfortunately, the door to the fume had been left open, and the employee was sprayed in the face and on his neck. He was wearing glasses, which protected his eyes. He immediately used the eye wash and applied cream to his face. He drove himself to the Huntsville Hospital emergency room as a precaution. Some corrective actions include looking at the fume logs to make sure all information is being logged properly; revisiting rules and procedures; identifying and posting the name of the person responsible for that lab; and initiating mandatory refresher courses for all who use the hoods. The chart used in this presentation is posted on Inside Marshall.

QD50/Dennis Davis: The Center metrics showed one more lost time mishap since the last report, raising the total number of lost time mishaps for the fiscal year (FY) to 10. The lost time rate stayed at .20. The goal for FY04 is .20. One change from last month was emphasized - the number of findings entered in the Supervisory Web Page (SSWP) and the Safety Observation Survey (SOS) went from "yellow" to "red" on the metric pyramid. The simple process of entering a finding into SOS was demonstrated. Managers were requested to encourage their employees to use the system. No other significant trends were noted.

The safety and health program Performance Evaluation Profile (PEP) Survey is being conducted this month. A SHE Program Review is the subject for this month's SSWP required training. It is recommended that employees have the training prior to taking the survey. All on-site employees, both civil service and contractors, are required to take the survey. The survey is scheduled to close on September 3, 2004.

The on-site visit for the Safety and Health Program "Third-party Verification Review" is scheduled for September 20 - 24. It will require minimal impact to operations; however, some employees will be interviewed. "Third Party Certification" is being used in lieu of pursuing the OSHA Voluntary Protection Program (VPP) Star Certification status. Star Consultants, Inc., will be performing the review. They will score the Center on the same elements used in VPP. A score of 80 or better on every element is the equivalent of a Star Certification. In a similar survey conducted in late 2001, MSFC only scored 61. It is believed the program has improved significantly since then. Charts used in this presentation are posted on Inside Marshall.

CD40/Steve Durham: Upcoming events include: (1) On August 12, the retirement reception for Axel Roth will be held in Building 4316, from 3:30 to 5 p.m. Tickets are on sale and can be purchased from administrative officers. The ticket price is \$5 through Friday, August 6, and \$7 beginning on Monday. Sandra Turner is the point of contact. (2) On August 18, the Marshall Association lunch will be held at the Redstone Arsenal Officer's Club at 11:30 a.m. Jim Jennings will be the guest speaker, and he will talk about NASA culture and One NASA. Also, NASA scholarship recipients will be announced. Roslin Hicks is the point of contact. (3) On August 23, there will be a Transformation Dialog broadcast from MSFC beginning at 1 p.m. The place has not been determined; watch the Marshall Star and Inside Marshall for more information on this event. (4) On August 23-24, there will be a Congressional staff visit to MSFC to tour facilities related to return to flight and ISS. Shar Hendrick is the point of contact. (5) On August 23-27, the Space Flight Awareness Honoree event will be held in Orlando, Florida, where about 300 of our employees will be recognized. Shelby Weathers is the point of contact. (6) On August 24, the Marshall Leadership Symposium will be held at the von Braun Center, from 7:30 a.m. to 5:30 p.m. Featured speakers include John Maxwell, J. C. Watts, and several NASA Headquarters personnel. Vanessa Suggs is the point of contact. Registration can be completed on Inside Marshall. (7) On August 26, the Women's Equality Day luncheon will be held at the Redstone Arsenal Officer's Club at 11:30 a.m. Billie Swinford is the point of contact.

DA01/Dave King: A kickoff meeting was held last week with a subgroup of folks who will be looking at culture change. The subgroup will attempt to identify some areas that we believe will affect culture change.

Thanks to everyone for making the Propulsion Research Laboratory ribbon-cutting ceremony and the Education Resource Groundbreaking at the Space and Rocket Center very successful events.

Bill Readdy met with the Alabama Coalition while he was here last week. Shar Hendrick commented that we are attempting to cultivate a relationship between our NASA folks and the local business and academic community so that they can understand the capabilities of our industry and academic partners locally. Mr. Readdy talked about education and its role in NASA's Vision, return to flight, the International Space Station, and the importance of propulsion. Several questions were asked. Hopefully, we will have other NASA Headquarters personnel here to talk to this group in the future.

Thanks to everyone for attending the Washington Update with Congressman Cramer.

Congratulations to all those who supported the intramural proposal winners. Thirteen proposals were submitted, and four were selected. Craig Seabrook will lead the lessons learned effort on this activity.

Congressman Bonner will be here on Wednesday, August 4. I appreciate your supporting that.

SD01/Ann Whitaker: All four gyros are up on GP-B. We will be taking science data by the end of the week.

OS01/Willie Love: Please submit your nominations for Women's Equality Day by August 4.

MP01/Lisa Roberts: The Orbiter Boom Sensor System model testing is being conducted in the Engineering Directorate. It is going well. The next TRR will be tomorrow, but it is already instrumented and ready to go.

RSRM had a very successful Review last week. They have scheduled a Delta Acceptance Review to cover open work. There are no outstanding technical issues.

All our managers are in an off-site until Thursday. Allen Flynn starts today as Director of Mission Operations Directorate at Johnson Space Center.

LS01/Bill Hicks: We have meetings with the new General Counsel on Thursday. All the NASA Chief Counsels will attend.

PS01/Steve Beale: We have a meeting with the contracting officers and the COTR's on Wednesday, at 1 p.m., at Intergraph Building 100. If the contracting officer or the COTR cannot attend, a representative who can discuss that contract should attend. As we finalize the Center's realignment, it is important that we know which support contractors go where.

DD01/Sheila Cloud: Bill Cassidy, who brought a group here for the Real Property Mission Analysis, was very impressed with our system. As a result, he is sending some contractors here to look at our system and understand what we do. They will be here on Wednesday and Thursday for tours. It will be similar to their last visit.

QD01/Jan Davis: The Quality and Mission Assurance Directorate awards ceremony will be held on Wednesday, August 4.